

King, Valerie A.

From: Viol, Brigitte
Sent: Friday, February 02, 2001 9:48 AM
To: King, Valerie A.
Subject: RE: WSA Planning 2001, Update

Dear Valerie:

For an individual, we assumed a maximum yearly working time (100%) of 1600 h. For resource allocation of teams, we have used accumulated man-hours expressed in percent of 1600 hours. This means 200% represent 2 man-years of work.

We have resolved most overloads in harm reduction projects.

If we add to these the currently planned PI projects, we arrive at 100% allocation in PI groups, which would preclude ad hoc tasks and publications. Therefore, we need to discuss PI projects in our next staff meeting.

Best regards,
Wolf Reininghaus

-----Original Message-----

From: King, Valerie A.
To: Viol, Brigitte
Sent: 2/1/01 8:05 PM
Subject: RE: WSA Planning 2001, Update

Dear Barbara,

Thanks very much for the updated information. What I wanted to confirm with you is how are you calculating percent of resource effort? For the purpose of the database, we have been converting allocated hours to a percentage of 2000 hours (in other words, if a single resource were committing 300 work hours on a specific project that would equal to 15% in the database). I suspect that you are using a different number. This is no problem, but I need to know so that I can double-check myself against your spreadsheet.

Since there is some debate over exactly how many work hours we actually have for project work in a given year, I think next year it might be easier if we modify the database to allow us to enter hours (instead of percentages).

Lastly, can I assume that with these modification that Wolf feels he has resolved any immediate overallocations? I know that Gerry Nixon was looking into overallocation in the context of testing activities so I wasn't sure whether he had an interest in discussing during the staff meeting on Monday. Please let me know.

Thanks and kind regards,
Valerie

>-----Original Message-----

>From: Viol, Brigitte
>Sent: Thursday, February 01, 2001 12:02 PM
>To: King, Valerie A.
>Subject: WSA Planning 2001, Update

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>Dear Valerie:

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>Please find attached 2 files with updated information of WSA Planning

>2001.

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>The MS Binder file contains 21 single project sheets with changes in,
>e.g., Milestone Target Dates, Resource Allocation, and Title (N01120
>and N01130).

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>The MS Excel file contains updated resource allocation (changes in
>bold/italic).

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>If you need more information or any help, please don't hesitate to
>contact me.

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>Best regards,

>Barbara Rapkewitz on behalf of Wolf Reininghaus << File: RESOURCE

>ALLOCATION DETAILED.XLS >> << File: WSA PLANNING UPDATE 010200.OBD >>